

**DTA**  
**Dakota Transit Association**  
**Board Minutes**  
**Comfort Inn, Bismarck, ND**  
**May 6, 2024**

**CALL TO ORDER:**

On May 6, 2024 a Board of Directors meeting was called to order by DTA President Adam Sharkey at 1:00pm in the conference room at the Comfort Inn, Bismarck, ND.

**ATTENDANCE:**

Rose Drake  
Terry Hoffman  
Kathy Holman  
Brian Horinka  
Adam Sharkey  
Jordan Smith-virtual  
Megan Gould-Stabile-virtual

**STAFF PRESENT:**

Jacqueline Senger, Executive Director-virtual

**GUESTS PRESENT:**

Stacy Strickler was in attendance from ROCS Transit, SD.

**APPROVAL OF THE AGENDA & BOARD MINUTES:**

Kathy Holman/Brian Horinka made a motion to approve the agenda: Motion carried. Jordan Smith/Terry Hoffman made a motion to approve the February 5 and 6, 2024 board minutes: Motion carried.

**APPROVAL OF FINANCIALS:**

Kathy Holman/Rose Drake made a motion to accept the financial reports:

**BUDGET REVIEW:**

Budget amount items discussed on the income side were meal sponsorships, dispatch registration fees, driver training registration, guest meals, associate membership, NDDOT & SDDOT RTAP funds, and PASS registration fees. Budget amount items discussed on the expense side were CTAA ND/SD, out of region meetings-CTAA, entertainment, meals, speakers, rent, and PASS training materials. Adjustments will be made to the budget and a rough draft will be sent out to the board for review in a couple of weeks. The budget is tabled until the next meeting.

**DTA REGISTRATION FORM:**

Kathy Holman/Megan Gould-Stabile made a motion that if members who have registered for the conference cannot attend for some reason or other they have 30 days prior to the start of the conference to be eligible for 75% reimbursement of their registration fee. After that, there will be no reimbursement: Motion carried.

## **DTA CONFERENCE BOOKLET AGENDA:**

The booklet was reviewed. What to put on the cover was discussed. Title VI has requested to speak for an hour only, therefore, the vendor show will start a half hour early. An overview of the roadeo will be included along with the roadeo securement training. FTA has requested a meeting with the NDDOT and the SDDOT. TSA will be sending their conference topics that they will be presenting shortly.

## **ROADEO:**

Immediately following the drivers' walkthrough the roadeo will start. Course cones will be re-labeled as the markings have faded. A ND and SD Rookie of the Year award will be added. Megan will provide 2 buses for the pre-trip. Adam will look into finding buses for the course. The parking lot does not have electricity so a generator will be needed. Golf carts or ATV's will be needed. It would be preferable to have a construction office trailer on site for the judges scoring room.

## **BY-LAWS:**

The board will look into whether ex-officio board members have full voting privileges in ND. Article IX Section C pertaining to calling special meetings will be brought up at the general membership meeting.

## **DTA BOARD OF DIRECTORS POLICY FOR REIMBURSEMENT:**

The Dakota Transit Association Board of Directors follow the GSA rates for meals, mileage, and lodging. A lodging receipt must be provided.

## **DTA'S 40<sup>TH</sup> ANNIVERSARY:**

Bands and DJ'S were discussed. The 80's theme was discussed. There will be a social hour. Following the social hour a meal will be provided. If there is anyone in attendance such as past board members, past transit directors, or anyone from the past that was involved when DTA was created until present they will be welcome to get up and speak about their experiences with DTA. After the meal, the anniversary party will transition over to the vendor reception. Music will be provided. All vendors are welcome to attend the anniversary event.

## **DTA CONFERENCE PROPOSALS 2025:**

Brian Horinka/Megan Gould-Stabile made a motion to have the DTA Conference & Roadeo 2025 in Jamestown, ND: Motion carried.

## **SATURDAY EVENING:**

Discussion was held on what to do after the awards banquet for entertainment. Suggestions were having a DJ from 8:00pm until 10:00pm and then people can go out afterwards and explore downtown Rapid City. A comedian was also suggested. There will be a slide show playing throughout the awards banquet of the roadeo happenings.

## **TIDBIT:**

Any drivers that would like to write articles for the tidbit would be welcome. There will be a section designated in the tidbit for drivers training/articles.

## **BOARD MEETING DATES 2024:**

The next board meeting will be July 22, 2024 virtual.

Terry Hoffman/Kathy Holman made a motion to adjourn the meeting: Motion carried.

Respectfully submitted,

Karrie L. Mikkelsen  
Secretary